A Publication of the National Wildfire Coordinating Group

NATIONAL INTERAGENCY INCIDENT MANAGEMENT SYSTEM

Sponsored by United States Department of Agriculture TASK BOOK FOR THE POSITION OF

United States
Department of the Interior

FIREFIGHTER TYPE 2 (FFT2)

National Association of State Foresters



PMS 311-15 NFES 2320 August 1993

TASK BOOK ASSIGNED TO:

INDIVIDUAL'S NAME, DUTY STATION, AND PHONE NUMBER

TASK BOOK INITIATED BY:

OFFICIAL'S NAME, TITLE, DUTY STATION, AND PHONE NUMBER

LOCATION AND DATE THAT TASK BOOK WAS INITIATED

The material contained in this book accurately defines the performance expected of the position for which it was developed. This task book is approved for use as a position qualification document in accordance with the instructions contained herein.

has met all requirements for qualification in this position and that such qualification has been issued. I verify that all tasks have been performed and are complete with signatures. I also verify that has performed as a trainee and should therefore be considered for certification in this position. EVALUATOR'S PRINTED NAME, TITLE, DUTY STATION, AND PHONE NUMBER CERTIFYING OFFICIAL'S NAME, TITLE, DUTY STATION, AND PHONE NUMBER VERIFICATION / CERTIFICATION OF COMPLETED TASK BOOK CERTIFYING OFFICIAL'S SIGNATURE AND DATE FINAL EVALUATOR'S VERIFICATION EVALUATOR'S SIGNATURE AND DATE FOR THE POSITION OF AGENCY CERTIFICATION I certify that

Additional copies of this publication may be ordered from:

National Interagency Fire Center, ATTN: Supply 3833 S. Development Avenue Boise, Idaho 83705-5354

NATIONAL WILDFIRE COORDINATING GROUP POSITION TASK BOOK

Position Task Books (PTB) have been developed for designated positions within the National Interagency Incident Management System. Each PTB lists the performance requirements (tasks) for the specific position in a format that allows a trainee to be evaluated against written guidelines. Successful performance of all tasks, as observed and recorded by an evaluator, will result in a recommendation to the agency that the trainee be certified in that position.

Evaluation and confirmation of the individual's performance of all the tasks may involve more than one evaluator and can occur on incidents, in classroom simulation, and in other work situations. Designated PTBs require position performance during which the majority of required tasks are demonstrated on a single incident. Some positions also required that specific tasks be performed on a wildland fire—performance of these tasks on other types of incidents are NOT qualifying. It is important that performance be critically evaluated and accurately recorded by each evaluator. All tasks must be evaluated. All bullet statements within a task which require an action (contain an action verb) must be demonstrated before that task can be signed off.

A more detailed description of this process, definitions of terms, and responsibilities are included in the Wildland Fire Qualification Subsystem Guide 310-1. A brief list of responsibilities also appears below.

RESPONSIBILITIES:

- 1. The **Local Office** is responsible for:
 - Selecting trainees based on the needs of the local office and the geographic area.
 - Ensuring that the trainee meets the training and experience requirements included in the Wildland Fire Qualification Subsystem Guide 310-1.
 - Issuing PTBs to document task performance.
 - Explaining to the trainee the purpose and processes of the PTB as well as the trainee's responsibilities.
 - Providing opportunities for evaluation and/or making the trainee available for evaluation.
 - Providing an evaluator for local assignments.
 - Tracking progress of the trainee.
 - Confirming PTB completion.
 - Determining certification per local policy.
 - Issuing proof of certification.
- 2. The **individual** is responsible for:
 - Reviewing and understanding instructions in the PTB.
 - Identifying desired objectives/goals.

- Providing background information to an evaluator.
- Satisfactorily demonstrating completion of all tasks for an assigned position within three years.
- Assuring the Evaluation Record is complete.
- Notifying local office personnel when the PTB is completed and providing a copy.
- Keeping the original PTB in personal records.

3. The **Evaluator** is responsible for:

- Being qualified and proficient in the position being evaluated.
- Meeting with the trainee and determining past experience, current qualifications, and desired objectives/goals.
- Reviewing tasks with the trainee.
- Explaining to the trainee the evaluation procedures that will be utilized and which objectives may be attained.
- Identifying tasks to be performed during the evaluation period.
- Accurately evaluating and recording demonstrated performance of tasks. Satisfactory performance shall be documented by dating and initialing completion of the task. Unsatisfactory performance shall be documented in the Evaluation Record.
- Completing the Evaluation Record found at the end of each PTB.
- Signing the verification statement inside the front cover of the PTB when all tasks have been initialed.

4. The **Training Specialist** is responsible for:

- Identifying incident evaluation opportunities.
- Identifying and assigning an evaluator that can provide a positive experience for the trainee, and make an accurate and honest appraisal of the trainee's performance.
- Providing PTBs to approved trainees on the incident when local agency was unable to provide them.
- Documenting the assignment.
- Conducting progress reviews.
- Conducting a close-out interview with the trainee and evaluator and assuring that documentation is proper and complete.

QUALIFICATION RECORD

POSITION: FIREFIGHTER TYPE 2 (FFT2)

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
GENERAL			
 Check condition of assigned tools and maintain equipment, and gear and maintain or replace as appropriate. (Cutting tools, scraping tools, smothering tools, backpack pump, head lamp). Inspect the condition of hand tools and equipment for serviceability. Check the condition of each tool and identify those which need replacement or repair. Check head and handle. Safely sharpen and field maintain commonly used hand tools or replace as appropriate. Sharpen to standards specified for selected tool, in field or shop, in a safe manner. 	O		
2. Select proper hand tool for assigned job. Appropriate tool will be selected for cutting, grubbing, scraping, raking, smothering or other field condition.	0		

O= task can be completed in any situation (classroom, simulation, prescribed fire, daily job, etc.) I= task must be performed on an incident (flood, fire, search & rescue, etc.) W= task must be performed on a wildfire incident *Code:

POSITION: FIREFIGHTER TYPE 2 (FFT2)

	TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
3.	 Use safe and effective procedures in the use of all assigned tools and equipment (cutting tools, scraping tools, smothering tools, backpack pump, head lamp). Carry hand tools properly. Load hand tools safely in vehicles. Use hand tools properly. Correct technique will be used for each tool assigned or selected according to fireline condition or requirement. Assemble fill and operate backpack pump. Use safe and efficient techniques during operation. Store properly. Assemble, mount and use head lamp. Identify maintenance procedures 	О		
4.	Properly use fire shelter. Describe the correct procedure to select and prepare a site for deployment and demonstrate the proper deployment and use of the fire shelter.	О		
5.	Recognize organization, initial attack and large fire, and follow the chain-of-command. • Discuss in correct terminology the NIIMS organization and correctly places his crew in that organization. • Follow chain-of-command. Identifies two supervisory positions above level of FFT1 that would be contacted if the single resource boss (crew) is not available.	0		

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POSITION: FIREFIGHTER TYPE 2 (FFT2)

	TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
6	 Maintain good personal hygiene and fitness. Complete satisfactorily step test or physical fitness test as required by agency. 	О		
7.	Bring adequate personal gear and effects according to agency policy. Have available personal protective equipment (PPE). Demonstrates the use of PPE utilizing or obtaining items as required by agency policy. Bring other adequate personal gear and effects according to agency policy. Reports with complete personal gear and effects for extended assignment. Kit generally includes: Individual first-aid. Canteens. Gloves. Hard hat. Goggles. Ear plugs. Nomex shirt and trousers. Socks and underwear. Jacket. Boots (8 inch high minimum). Toiletry items. Pocket notebook. Compass. Fire shelter. Headlamp. Other items depending on climate and location; e.g., sunscreen and longjohns.	O		

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	TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
8.	 Report to designated official at the assigned check-in point and provide accurate information. Check in at staging areas, base camps and incident command post as directed. Can distinguish between and define each and check in without delay. Provides accurate information to complete the ICS Form 211 (Check-In List). 	О		
IN	CIDENT ACTIVITIES			
9.	 Participate in organized and coordinated crew tactical actions. Identify parts of a fire, including head, perimeter, flank, rear, anchor point, finger and spot. Identify safety islands and planned escape routes. Describe blackline concept. Demonstrate at least two coordinated crew techniques such as one-lick, leapfrog and bump-up. Describe procedures for direct attack, indirect attack and parallel attack and when each procedure would be used. Describe seven variations of natural and constructed fire control line. Demonstrate a thorough familiarity of commonly used terms to describe what the fire is doing and how it affects fire control tactics in ground fuels, surface fuels and aerial fuels. Recognize threats to control lines and counter by appropriate line practices. 	0		

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POSITION: FIREFIGHTER TYPE 2 (FFT2)

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
 Describe and/or identify hazards to firefighters. Describe dozer or tractor plow follow-up procedures. Clean-up or break-up machine piles and berms, fireproof needed areas, limb trees, prepare and burn out control line, mop-up the interior, patrol the control line. Discuss safety procedures which should be followed around engines, dozers and tractor plows. 			
 Follow safety procedures when in an area where retardant/water drops are being made. Demonstrate use of hand signal, position, placement of tools, use of helmet under a simulated control line condition. 			
 10. Reduce threat of spotting or slopover by rearranging, removing, or fire-proofing fuels near the line. Rearrange fuels. Use accepted techniques such as limb-up to reduce ladder fuels and bone yarding. Remove heat source inside and adjacent to control line. Treat fuels outside the line. Control a partly dead fire edge. Detect and suppress all spotting and slopovers. Use dry and wet mop-up techniques. Construct cup trenches when applicable. Construct water barriers on fireline. 	О		

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POSITION: FIREFIGHTER TYPE 2 (FFT2)

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
 Secure the fireline. Continually inspect condition of tools, equipment and gear. Maintain or replace as appropriate. Follow established safety procedures when working around fireline equipment. Identify hazards and safety procedures when working around fireline machinery. Identify hazards to other firefighters and supervisor. 	О		
 12. Check condition of firing devices and prepare for use. Check condition of firing devices appropriate for "blackline" burnout. Prepare a drip torch for use. Mix fuel, inspect, assemble and fill torch. Ignite, use and extinguish drip torch Observe established safety procedures. Use expedient firing methods. Demonstrate use of a tool to drag burning materials along ground. Use of matches, rags on a stick or other available devices. 	O		

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POSITION: FIREFIGHTER TYPE 2 (FFT2)

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
 Follow specified firing sequence and coordinate efforts with other personnel. Follow specified firing sequence. Firing will be completed in timely manner following agency safety procedures and directions of single resource boss (crew) or single resource boss (firing). Coordinate with other personnel. Follow instructions of supervisor or single resource boss (firing). Report conditions and activities which seem unsafe or counter productive. Apply Standard Fire Orders and Watch Out Situations. 	0		
 14. Use a systematic procedure for locating and suppressing fire within the assigned areas. Locate and suppress fire within assigned area. Use a systematic procedure and appropriate mop-up actions. Mop-up systematically. Progress from hottest area to coldest. Plan a beginning and ending point. Work inward from control line. 	О		
 15. Detect or locate hot materials or burning fuels. Use all senses to find hot materials to be mopped-up. Use sight, touch, smell, hearing and mechanical devices to aid detection. 	0		

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POSITION: FIREFIGHTER TYPE 2 (FFT2)

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
 Detect and suppress covered fuels. Detect and suppress covered fuels in machine piles. Detect and suppress banked fuels. Identify several possible hazards. 	О		
 17. Follow a prescribed path or occupy a designated location for the constant observation of fire activities. Demonstrate knowledge of proper fire terminology in reporting fire activity if patrolling or when posted as a lookout. Demonstrate knowledge of duties when acting as a lookout Demonstrate knowledge of duties when patrolling the fire. 	0		
 18. Maintain some form of communication with designated personnel. Get clear instructions from supervisor on what, how and when to report. Repeats instructions to verify clear understanding of orders and expectations. Maintain good communications with the crew and supervisor. Uses radio, hand signals, written messages, voice (yelling) and use of runners. 	О		
19. Identify situations which warrant immediate action and/or reporting. (Written, radio messages, yell, hand signals).	О		

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POSITION: FIREFIGHTER TYPE 2 (FFT2)

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
 20. Conduct self in a professional manner. Is respectful and courteous as an organized crew member. Is fair, responsible, punctual, keeps physically fit, responsive to work assignment and performs work safely. Respects those persons having different cultural backgrounds. Shows sensitivity to cultural variance, minorities, women, and is respectful of others. 	О		
21. Assume responsibility for fire tools, equipment and gear.	О		
 22. Look out for the safety and welfare of self and other crew members and immediately report any threat to their safety. Demonstrate ability to apply first aid to stop bleeding and care for cuts, blisters and heat injuries. Identify situations which warrant immediate action and/or reporting. Based on the Standard Fire Orders and Watch Out Situations. 	О		

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POSITION: FIREFIGHTER TYPE 2 (FFT2)

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
 Follow safety procedures for transporting personnel and equipment. Follow safety procedures for loading, riding and unloading personnel and equipment in: Vehicles. Boats. Helicopters. Large transport aircraft. Small fixed-wing aircraft. Identify agency policy and practice safety procedures appropriate to condition. Follow safety procedures for foot travel and supervisor's instructions. 	0		
 24. Follow local policies to maintain environmental quality. Complies with local policy to avoid damage to social or cultural environment. Notify supervisor of historical resources found. 	О		
 Adapt to changing work environment. Accept changes in work assignments and conditions due to stages of the fire. Follow supervisors instructions and standards for line construction and mop-up. 	0		

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POSITION: FIREFIGHTER TYPE 2 (FFT2)

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
 Inspect hose and accessories for type, size and condition. Recognize and describe the use of hose lay appliances, pressure relief valve, bleeder valve, fittings, in-line tee-valve and plain, wyes plain and gated, Siamese plain and gated, leader valves, in-line shut-off (Gizmo) nozzles. Correctly recognizes and describes each item. Recognize and describe the use of various kinds and sizes of hose and coupling types. Correctly recognizes and describes each item. Inspect hose for holes, mildew, rot, damaged threads, inoperative valves. Correctly recognizes and describes each item. Recognize and describe the use of a gravity sock. Accurately describes and recognizes item. Recognize and describe the use of tools: spanner wrench, hose clamp, hose mender. Recognize and describe the use of portable tanks, mop-up kits. Accurately recognize and describes each item. 	0		
27. Carry hose and accessories identified by supervisor to assigned location.	0		
28. Use proper procedure, depending on fuel type and terrain, for deploying hose along a preselected route.	O		

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POSITION: FIREFIGHTER TYPE 2 (FFT2)

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
29. Retrieve hose and accessories to designated location.	О		
30. <u>Identify and mark items which are not serviceable.</u>	О		
31. Extend charged hose lay by properly clamping, disconnecting, inserting and recoupling hose.	O		
 Select proper nozzle setting for the job. Describe fire situation when each of the following will be used: fog/spray, straight stream, on-off. Correctly describes each method. 	0		
 33. Identify environmental factors of fire behavior which affect the start and spread of wildfire. Describe the fire triangle. Define methods of heat transfer. Identifies principle environmental factors affecting fire behavior. Explain how fuel size effects fire behavior. Explain how the arrangement of fuels affects fire behavior. Describes how wind affects fire spread. Give weather factors which affect fuel moisture. Describe how topography affects fire spread. 	O		

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POSITION: FIREFIGHTER TYPE 2 (FFT2)

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
 34. Describe how fire suppression may be used to break the fire triangle. Describe ways of breaking the fire triangle. Give ways in which constructed fireline can be threatened by fire remaining inside the fireline. Define the blackline concept and how it is used. 	О		
 List fire weather factors involved in fire suppression. List elements of weather that concerned firefighters use to predict fire behavior. List daily weather processes that can occur in mountainous terrain that will affect wildfires. Name sources of unusually strong winds which can occur on wildfires. Give weather situations which can cause rapid shifts in wind direction. Give visual indicators that suggest changing weather. List visible parts of cloud development to indicate it is a thunderhead. Describe the safest area around a fire threatened by an approaching thunderhead. 	О		

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TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
 Describe the dangerous conditions that can develop in a box canyon or a steep narrow canyon. Describes fuel situations which could produce explosive fire behavior. List six dangerous situations that call for posting a lookout. Give four alternatives which could be available to escape a threatening fire situation. Given several work situations, identify which of the Standard Fire Orders and Watch Out Situations apply to each situation. List the four major common denominators of fire behavior on tragedy fires. 	O		

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INSTRUCTIONS for EVALUATION RECORD

There are four separate blocks allowing evaluations to be made. These evaluations may be made on incidents, by simulation in classroom, or in daily duties, depending on what the position task book indicates. This should be sufficient for qualification in the position if the individual is adequately prepared. If additional blocks are needed, a page can be copied from a blank task book and attached.

Evaluator's name, incident/office title & agency: List the name of the evaluator, his/her incident position (on incidents) or office title, and agency.

Evaluator's home unit address & phone: self explanatory

#: The number in the upper left corner of the experience block identifies a particular experience or group of experiences. This number should be placed in the column labeled "Evaluation Record #" on the Qualification Record in order to indicate the circumstances under which a particular task was performed.

Location of Incident/Simulation: Identify the location where the tasks were performed by agency and office.

Incident Type: Enter type of incident, e.g., wildfire, search and rescue, flood, etc.

Number and Type of Resources: Enter the number of resources and types assigned to the incident pertinent to the trainee's task book position.

Duration: Enter inclusive dates during which the individual was evaluated. This block may indicate a span of time covering several small and similar incidents if the individual has been evaluated on that basis, i.e., several initial attack fires in similar fuel types.

Mgt. Level: Indicate ICS organization level, i.e., Type 4, Type 3, Type 2, Type 1 or Area Command.

NFFL Fuel Model: For wildfire experience, enter number (1-13) of the fuel model in which the incident occurred and under which the individual was evaluated.

- 1. Short Grass (1 foot)
- 2. Timber (grass & understory)
- 3. Tall grass (2 1/2 feet)
- 4. Chaparral (6 feet)
- 5. Brush (2 feet)
- 6. Dormant brush-Hardwood Slash
- 7. Southern Rough

- 8. Closed Timber Litter
- 9. Hardwood Litter
- 10. Timber (litter understory)
- 11. Light Logging Slash
- 12. Medium Logging Slash
- 13. Heavy Logging Slash

Recommendation: Check as appropriate and/or make comments regarding the future needs for development of this trainee.

Date: List the date the record is being completed.

Evaluator's initials: Initial here to authenticate your recommendations and to allow for comparison with initials in the Qualifications Record.

Evaluator's relevant red card rating: List <u>your</u> certification relevant to the trainee position you supervised.

Evaluation Record

TR	RAINEE NAME	TRAINEE POSITION			
	ffice title & agency:				
Evaluator's home uni Location of Incident or Simulation (agency & area)	t address & phone: Incident Type (wildfire, search & rescue, etc.)	Number & Type of Resources Pertinent to Trainee's Position	Duration (inclusive dates in trainee status)	Mgt. Level (Area Command, Type 1, 2, 3, or 4)	NFFL Fuel Model
			to		
The tasks initialed & dated by me have been performed under my supervision and in a satisfactory manner by the above named trainee. I recommend the following for further development of this trainee: The individual has successfully performed all tasks for the position and should be considered for certification. The individual was not able to complete certain tasks (comments below) or additional guidance is required. Not all tasks were evaluated on this assignment and an additional assignment is needed to complete the evaluation. The individual is severely deficient in the performance of tasks for the position and must complete all training (both mandatory & suggested) prior to further assignment as a trainee. Recommendations:					
Date: Evaluator's initials: Evaluator's relevant red card (or agency certification) rating:					
	ffice title & agency:				
Evaluator's home uni Location of Incident or Simulation (agency & area)	Incident Type (wildfire, search & rescue, etc.)	Number & Type of Resources Pertinent to Trainee's Position	Duration (inclusive dates in trainee status)	Mgt. Level (Area Command, Type 1, 2, 3, or 4)	NFFL Fuel Model
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certification) rating:					

Evaluation Record (Continuation Sheet)

Τ	TRAINEE NAME TRAINEE POSITION				
	or's name, office title & agency:				
	init address & phone:				
Location of Incider or Simulation (agency & area)	Incident Type (wildfire, search & rescue, etc.)	Number & Type of Resources Pertinent to Trainee's Position	Duration (inclusive dates in trainee status)	Mgt. Level (Area Command, Type 1, 2, 3, or 4)	NFFL Fuel Model
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Date: Evaluator's initials: Evaluator's relevant red card (or agency certification) rating:				ncy	
#4 incident	or's name, office title & agency:				
Evaluator's home t	nit address & phone:	- 1	ı	ı—————————————————————————————————————	i
Location of Incider or Simulation (agency & area)	Incident Type (wildfire, search & rescue, etc.)	Number & Type of Resources Pertinent to Trainee's Position	Duration (inclusive dates in trainee status)	Mgt. Level (Area Command, Type 1, 2, 3, or 4)	NFFL Fuel Model
			to		
named trainee. I re The inc Not all evaluation The inc (both mandatory &	ecommend the following dividual has successfully dividual was not able to c tasks were evaluated on dividual is severely defic	for further development of performed all tasks for the complete certain tasks (con- this assignment and an ac- cient in the performance of her assignment as a trained	ne position and should be comments below) or additional ditional assignment is need for tasks for the position and	onsidered for certifical guidance is required to complete the	ication. red.
Date: Evaluator's initials: Evaluator's relevant red card (or agency certification) rating:					